



WISCONSIN LEGISLATIVE COUNCIL RULES CLEARINGHOUSE

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COUNCIL STAFF REPORT PREPARATION RECORD (OFFICE USE ONLY)

[THERE ARE 20 WORKING DAYS FOR REVIEW OF PROPOSED RULES. IF NECESSARY, AN ADDITIONAL 20-WORKING DAY EXTENSION MAY BE GRANTED BY THE DIRECTOR OF THE COUNCIL.]

CLEARINGHOUSE RULE 18-022

AN ORDER to create CSB 2.60
relating to scheduling of FUB-AMB.

SUBMITTED BY Controlled Substances Board

04-13-2018 RECEIVED BY LEGISLATIVE COUNCIL.

01-01-0001 REPORT SENT TO AGENCY.

AGENCY CONTACT PERSONS: Sharon Henes,

Substance	Name	Phone (608) ###-####
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Process	Name	Phone (608) ###-####
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1. Report No. 18-022 Assigned to: bl
2. Deadline for Return to Editor: 04-27-2018
3. Return to: msk (Editor)
4. Deadline for Report to Agency: 05-11-2018
5. Fiscal Estimate Received: ✓
6. Economic Impact Analysis Received: ✓

DATES

- _____ 7. Director receives rule; checks for fiscal estimate; assigns the rule number and enters that number on the face of the rule; completes appropriate portions of Form1; and return Form1 to secretary.
- _____ 8. Secretary types in computer the appropriate entries (see reverse side of this form) for use by house in preparing the Bulletin.
- _____ 9. Secretary distributes:
 - _____ Original Form 1 to Clearinghouse notebook.
 - _____ Copy of Form 1 to Director.
 - _____ Copy of Form 1 and rule to reviewer.
 - _____ Copy of Form 1 to Patricia Reichert (LRB).
 - _____ Copy of Form 1 to Dick Wheeler (folder).
- _____ 10. Following receipt of rough report from reviewer, editor completes final version of report and returns report to secretary.
- _____ 11. On report cover, secretary prints appropriate computer entries (see 8, above), complete page 2 manually and types any comments or recommendations.
- _____ 12. Secretary enters on Senate and Assembly Rules Clearinghouse jackets the rule number; relating clause; agency name; line 1 – date and “received by Legislative Council”; and line 2 – date and “Report sent to Agency.” [NOTE: If extension granted, line 2 contains date of extension and “Extension Granted” and line 3 is used for “Report sent to Agency.”]
- _____ 13. Secretary places in special envelope the Senate and Assembly Rule Clearinghouse jackets containing the Clearinghouse Report (Form2), an extra copy of Form 2 and the processing instructions to agency heads (Form 3); and addresses the special envelope to the head of the appropriate agency.
- _____ 14. Secretary notifies Senate or Assembly Sergeant-at-Arms that the jackets are ready for hand delivery to the agency.
- _____ 15. Secretary sends copy of report to Patricia Reichert and Bruce Hoesly (LRB), and copy of report and rule to the Cochairpersons of JCRAR.
- _____ 16. Secretary updates original Form 1.
- _____ 17. Secretary sets up permanent rule folder and files copy of report, rule and Form 1 in Clearinghouse rule folder.